

INCENTIVE FUNDS EXPENDITURE***County Expense Claim Addendum***

EXPENDITURE CATEGORY - ASSISTANCE	PERFORMANCE INCENTIVE		FRAUD INCENTIVE
	TANF	STATE GENERAL FUND	
1. CASH BASED ASSISTANCE	\$	\$	\$
2. CHILD CARE	\$	\$	\$
3. OTHER SUPPORTIVE SERVICES	\$	\$	\$
4. ASSISTANCE AUTHORIZED SOLELY UNDER PRIOR LAW	\$	\$	\$
EXPENDITURE CATEGORY - NON-ASSISTANCE	PERFORMANCE INCENTIVE		FRAUD INCENTIVE
	TANF	STATE GENERAL FUND	
1. WORK SUBSIDIES	\$	\$	\$
2. EDUCATION	\$	\$	\$
3. WORK ACTIVITIES/EXPENSES	\$	\$	\$
4. CHILD CARE	\$	\$	\$
5. TRANSPORTATION	\$	\$	\$
6. JOB ACCESS	\$	\$	\$
7. DIVERSION PAYMENTS	\$	\$	\$
8. PREVENTION OF OUT-OF-WEDLOCK PREGNANCIES	\$	\$	\$
9. 2-PARENT FAMILY FORMATION AND MAINTENANCE	\$	\$	\$
10. ADMINISTRATION	\$	\$	\$
11. INFORMATION SYSTEMS & TECHNOLOGY	\$	\$	\$
12. TRANSITIONAL SERVICES: FOR EMPLOYED	\$	\$	\$
13. TOTAL EXPENDITURES	\$	\$	\$

INSTRUCTIONS FOR INCENTIVE FUNDS EXPENDITURE FORM

County Expense Claim Addendum

Submit this form with the County Expense Claim (CEC) quarterly.

for federal reporting purposes counties must identify their incentive expenditures reported on the CEC to the appropriate category on the Incentive Funds Expenditure form. Definitions of the Expenditure Categories follow:

ASSISTANCE

Line 1. Cash and Work Based Assistance

Includes eligible cash assistance payments associated with CalWORKs and educational stipends.

Line 2. Child Care - Assistance

Includes eligible child care expenditures including those costs associated with efforts to secure and pay for child care slots for unemployed eligible participants.

Line 3. Other Supportive Services - Assistance

includes eligible employment services and welfare-to-work costs, excluding "administration" (Line 10) and child care (Line 2). Costs include work-related training and employment services, including related supportive services for unemployed eligible participants.

Line 4. Assistance Authorized Solely Under Prior Law

Includes previously authorized activities based on an approved title IV-A or IV-F plan. Examples of such activities include certain State child welfare and foster care activities that were included in the States' approved plan.

NON-ASSISTANCE

Line 1. Work Subsidies - Non-Assistance

Includes payments to employers or third parties to help cover the costs of employee wages, benefits, supervision, or training. Do not include expenditures related to payments to participants in community service and work experience activities that are within the definition of assistance.

Line 2. Education - Non-Assistance

Includes costs related to educational activities that are directly related to employment; vocational education training; and post-secondary education. Also, includes secondary education (including alternative programs); adult education, GED, and ESL classes.

Line 3. Work Activities - Non-Assistance

Expenditures reported in this category are for work activities that have not been reported as education or work subsidies. Includes staff cost related to providing work experience and community service activities, on-the-job training, job search and job readiness, job skills training, and training provided as vocational education training. Includes other work-related expenses such as costs for work clothes and equipment. Also, include such costs when provided as part of a diversion program or as transitional services to individuals who ceased to receive assistance due to employment.

Line 4. Child Care - Non-Assistance

Includes eligible child care expenditures including those costs associated with efforts to secure and pay for child care slots for employed eligible participants.

Line 5. Transportation - Non-Assistance

Includes the value of transportation benefits (such as allowances, bus tokens, care payments, auto insurance reimbursement, and van services) provided to employed families (related either to their work or related job retention and advancement activities).

INSTRUCTIONS FOR INCENTIVE FUNDS EXPENDITURE FORM - Continued

County Expense Claim Addendum

Line 6. Job Access - Non-Assistance

Expenditures for the Department of Transportation Job Access program.

Line 7. Diversion - Non-Assistance

Expenditures on nonrecurring, short-term benefits to families in the form of cash payments, vouchers, or similar form of payment to deal with a specific crisis situation or episode of need and excluded from the definition of assistance on that basis.

Line 8. Prevention of Out-of-Wedlock Pregnancies - Non-Assistance

Includes activities that accomplish this purpose, which include abstinence programs, visiting nurse services, and programs and services for youth such as counseling, teen pregnancy prevention campaigns, and after-school programs that provide supervision when school is not in session.

Line 9. Two Parent Family Formation and Maintenance - Non-Assistance

Includes activities to encourage the formation and maintenance of two-part families, which includes parenting skills training, premarital and marriage counseling, and mediation services; job placement and training services for noncustodial parents; and initiatives to promote responsible fatherhood.

Line 10. Administration

Expenditures for Federal TANF funds whereby the 15% administrative cost cap apply. Includes all other eligible program costs, such as eligibility processes, fraud prevention and quality control. May include the appropriate administrative costs associated with contracts and subcontracts that do not meet the definition of program services, along with Information Systems costs which are used for eligibility determination.

Line 11. Information Systems and Technology

Includes electronic data processing (EDP) costs for systems development and maintenance associated with monitoring and tracking associated with eligible programs.

Line 12. Transitional Services - For Employed - Non-Assistance

Includes transitional services provided to former CalWORKs participants as they become employed and transition off of cash grant status. Such services include transportation, ancillary services, personal counseling, and substance abuse and/or mental health treatment, to the extent that such services are not medical in nature.